



TOWN OF WEST HARTFORD

AGENDA ITEM SUMMARY

To: Town Council
From: Matt Hart, Town Manager
Date: August 14, 2018
CC: G. Allyn; M. McGovern; J. Morin; R. Palmer; J. Phillips; P. Privitera
Subject: Resolution (Hart) Appropriating \$446,000 in the Fiscal Year 2018-2019 Budget of the Capital and Non-Recurring Expenditure Fund for the Funding of Vehicles, Capital Equipment, and Professional Services. (192)

Background: As part of a review of departmental needs, staff is seeking an appropriation to fund select vehicles, equipment, and expenditures for professional services. The Finance & Budget Committee reviewed this request at its July 25, 2018 meeting.

Operational Impact: Adoption of this resolution would provide funding for:

- the acquisition of five replacement fleet vehicles for use by the Plant and Facilities Services, Community Development, and Public Works Departments;
- the purchase of six sets of turnout gear and one Life Pak 15 cardiac monitor for use by the Fire Department;
- the purchase of fourteen solar trash and recycling containers to be placed in West Hartford Center and the Park Road Business District;
- professional services to assist with preparing the update to the Town's Plan of Conservation and Development; and
- the purchase of an upgrade to the public safety time and attendance system.

Financial Impact: Town Council adoption of this resolution would have a direct fiscal impact on the fiscal year 2018/19 budget of the Capital Non-Recurring Expenditure Fund. Fund balance of \$446,000 would be appropriated, with corresponding appropriations for the purchases of vehicles, equipment, and professional services.

Legal Review: Corporation Counsel's office has reviewed and approved the form and legality of the proposed resolution.

Project Schedule: The expenditures would be made upon adoption of the resolution.

Recommendation: In management's view, the proposed expenditures would prove beneficial to the operations of the Town and promote important policy goals related to sustainability, public safety, and organizational efficiency. Consequently, I recommend Council approval of the attached resolution.

Attachments: See attached resolution.

**RESOLUTION APPROPRIATING \$446,000 IN THE FISCAL YEAR 2018-2019
BUDGET OF THE CAPITAL AND NON-RECURRING EXPENDITURE FUND FOR
THE FUNDING OF VEHICLES, CAPITAL EQUIPMENT, AND PROFESSIONAL
SERVICES**

WHEREAS, a departmental review of vehicles indicates the need to replace a total of five (5) vehicles in the Plant & Facilities Services, Community Development and Public Works Departments at an estimated cost of \$157,000, and

WHEREAS, a review of capital equipment indicates the Fire Department is in need of six sets of turnout gear and a Life Pak 15 cardiac monitor, with an estimated cost of \$47,000, and

WHEREAS, the Public Works Department is in need of fourteen (14) solar trash and recycling containers for West Hartford Center and Park Road Business District to address the issues of physical appearance, cleanliness, and container over-filling, at a cost of \$117,000, and

WHEREAS, there is a need for funding of \$75,000 to update the Town's Plan of Conservation and Development, a project which was originally funded in fiscal year 2018 but will now occur in fiscal year 2019 due to a delay in executing a contract with the selected consultant, and

WHEREAS, the Information Technology Department is in need of funding to implement upgrades to the public safety time and attendance system and implement a new training and document management system at an estimated cost of \$50,000, and

WHEREAS, the Capital Non-Recurring Expenditure Fund has unreserved fund balance available for appropriation for the purchase of said vehicles and equipment, and funding of the Plan of Conservation and Development,

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WEST HARTFORD that the fiscal year 2018-2019 Capital and Non-Recurring Expenditure Fund budget is hereby amended as follows:

Increase Estimated Revenues

33-910800-30506-9399	CNRE Fund Balance	\$446,000
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Increase Appropriations

33-910800-30506-3240	Town Vehicles	\$157,000
33-910800-30506-3187	Firefighting Equipment	\$47,000
33-910800-30506-3202	Refuse Equipment	\$117,000
33-910800-30506-3025	Professional Services	\$75,000
33-910800-30506-4058	Transfer to Capital Projects Fund	\$50,000

AND, BE IT FURTHER RESOLVED that the fiscal year 2018-2019 Capital Project Fund budget is hereby amended as follows:

Increase Estimated Revenues

41-891910-80001-9389	Transfer from CNRE	\$50,000
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Increase Appropriations

41-891910-80001-3167 Communications Infrastructure

\$50,000

Hart

8/14/2018